

State of Kansas - Standard Titleblock

Department of Administration - OFPM-DCC

TITLE BLOCK IS 2" WIDE.

BOX 1	2 3/4" Vertical - Font All text 1/8" High Minimum - Content OFPM information to only be included in projects bid through the OFPM plan room
BOX 2	6.00" Vertical - Font Agency: 1/8" High Maximum Project Title: 1/4" High Maximum Address: 1/8" High Maximum Building Number 1/8" High Maximum Drawn By and Date: 1/8"High Maximum - Content Agency Name, Project Title, Location, Building Number, Date created and Drawn By
BOX 3	3/4" Vertical - Font Sheet Content: 1/8" High Maximum - Content Sheet Content. This is to match the title used on the drawing index
BOX 4	1/2" Vertical - Font OFPM Project Number: 3/16" High - Content Agency project numbers should appear elsewhere in the titleblock.
BOX 5	1/2" Vertical - Font Sheet Number: 3/16" High - Content Sheet number. This is unique to each drawing sheet including the cover sheets.
BOX 6	3/4" Vertical - Font 1/8" High Maximum - Content Original Contract Documents: The text in this box is to denote the project phase. Text is limited to Design Development, 30% Review, 60% Review, Original Contract Documents or Record Documents.

BOX 1	Department of Administration Office of Facilities & Procurement Management Design, Construction & Compliance 700 SW Harrison, Suite 1200 Topeka, Kansas 66603 Phone 785-296-8899
BOX 2	PARSONS STATE HOSPITAL & TRAINING CENTER SEDRIKS RENOVATION 4782 STATE DRIVE, PARSONS, KANSAS 66521 BUILDING NUMBER 00000-00000 DATE: DRAWN BY:
BOX 3	DOOR AND WINDOW SCHEULES
BOX 4	A-000000
BOX 5	A-101
BOX 6	ORIGINAL CONTRACT DOCUMENTS